

PERSONNEL**Service Personnel: Uniforms****A. Generally**

The following designated employees shall wear uniforms during working hours.

B. Cafeteria Employees

Cafeteria employees will be allotted approved uniforms annually with a total value of \$50.00. Uniform allocation will be for contracted employees and will be prorated for employees contracted later in the year. Cafeteria employees shall be responsible for coordinating uniforms with his/her kitchen schedules and for keeping uniforms clean and neat.

C. Maintenance/Security Guard/Transportation Employees

1. The division will furnish and maintain uniforms for these employees as follows:

- a. Maintenance/custodial employees (full-time)

- Men: 11 uniforms per year (changes every two weeks)

- Women: 11 uniforms per year (changes every two weeks)

- b. Security personnel-2 uniforms and 1 pair of shoes per year.

- c. Mechanics and Trainees (full-time)

- Men: 11 uniforms per year (changes every two weeks)

D. Employees Leaving the Division

Employees shall return all uniforms to their immediate supervisor upon termination of employment.

Approved by School Board: September 11, 1979

Revised by Division Superintendent: June 9, 1992

Revised by Division Superintendent: August 26, 1997

Revised by Division Superintendent: June 8, 1998